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SEP 29 1954

MEMORANDUM FOR: Chairman, CIA Career Council

SUBJECT : Career Development of Junior Personnel

REFERENCE : Notice [REDACTED] dated 26 May 1954

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1. It is requested that the Career Council reconsider certain of the eligibility criteria prescribed in the referenced Notice, in addition to that in section 3.d having to do with length of service in CIA, which matter is on the Agenda for the First Meeting of the Council on 30 September 1954 as Item 2.

2. Specifically, I propose that the Council consider amending section 3.e, having to do with training course requirements, and section 3.f, which sets up certain educational qualifications. My reasoning is as follows:

a. Section 3.e:

This sentence states that an employee under consideration must have completed "a training course in intelligence, such as BIC." General Instructions, appended to the actual application form for the JCD Program amplify exactly what courses will be regarded as fulfilling the training requirement, and which courses must be taken if the individual has not had a prior training course. Nowhere is it specified that the required training course must be taken prior to the employee's selection for the Program. The closest that the General Instructions come to being specific on this point is when they say that the employee should "plan to take one of the following courses" listed as being most appropriate to the component from which he is being sponsored.

It is my understanding that the present policy being jointly administered by the Offices of Training and Personnel requires evidence of the training requirement having been met before selection, or at least that such training be in progress by selection time. I do not believe that this requirement, as presently being administered, is equitable to all employees, since it tends to penalize the individual whose work is of such a nature in a specific office that his supervisors have not been able to spare him from the job. Then too, of the number of people applying for the Program who do not have the required training, it does not seem reasonable to release them all for such a course prior to actual selection in view of the limited number of slots available to the Program.

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Therefore, I propose that section 3.e of the referenced Notice be amended to read:

"Have completed a training course in basic intelligence, such as BIC, either prior to selection for the Program or after selection but before actually being assigned to the Office of Training as a designee."

b. Section 3.f:

This sentence states that the employee must: "Possess at least a Bachelor's degree or equivalent from an accredited college or university." Under this stipulation, I believe that many faithful and highly promising employees, with considerable Agency service, are being unnecessarily excluded from consideration. If it is the intent of this Program to serve the best interests of CIA by identifying and training carefully selected career employees for greater responsibility, as I fully believe it is, then I feel that to lay such particular stress upon formal education is potentially damaging. In my opinion, too often the actual completion of college training is a matter of opportunity rather than ability.

Therefore, I propose that section 3.f of the referenced Notice be amended to read:

"Possess at least a Bachelor's degree from an accredited college or university, or its equivalent in terms of either satisfactory Agency experience or a combination of formal education and such experience."

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I. K. WHITE
Deputy Director
(Administration)

SA-DD/A:JAC:mrp (27 September 1954)

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